



DEPARTMENT OF THE NAVY
NAVAL AIR SYSTEMS COMMAND
47123 BUSE ROAD, UNIT #IPT
PATUXENT RIVER, MD 20670-1547

IN REPLY REFER TO

NAVAIRINST 13670.1B
AIR-3.1
12 May 1998

NAVAIR INSTRUCTION 13670.1B

From: Commander, Naval Air Systems Command

Subj: NAVAL AIR SYSTEMS COMMAND MOBILE FACILITY (MF) PROGRAM

Ref: (a) OPNAVINST 4620.8C
(b) OPNAVINST 11010.20E
(c) OPNAVINST 4790.2F
(d) NAVAIRINST 13680.1
(e) MIL-HDBK-1008A
(f) MIL-HDBK-138A
(g) AG-360MF-IIN-000
(h) NAVSEAINST 4720.11C

Encl: (1) Policy, Procedures, and Responsibilities for Management and
Administration of the Mobile Facility Program
(2) Acronyms, Abbreviations, and Definition of Terms

1. Purpose. To establish policy and assign responsibilities for the Mobile Facility (MF) Program within the Naval Air Systems Command (NAVAIR) regarding management and administration of Navy and Marine Corps mobile facilities. This instruction also implements that portion of the Navy Containerization Program applicable to NAVAIR.

2. Cancellation. This instruction supersedes NAVAIR Instruction 13670.1A of 29 March 1988. Since this is a major revision, changes are not indicated.

3. Background

a. The Department of Defense (DoD) Joint Logistics Review Board has emphasized the requirement for containerizing logistic support within DoD. Container oriented logistic support systems have become a significant means of supporting military forces. The use of special containers as habitable tactical shelters within NAVAIR is unique since these applications are primarily for sheltering aviation weapon system maintenance, tactical, operational, logistical, and administrative functions. Since the term container is also used to depict specific packaging functions, e.g., missile and engine containers, the term MF will be used to describe only those habitable containers which apply to this instruction. The term habitable container includes all relocatable rigid-walled tactical shelters and non-self propelled, special purpose shelters within which Naval Aviation support functions are performed. Enclosure (1) contains policy, procedures, and responsibilities for management and administration of the MF Program. Enclosure (2) contains acronyms, abbreviations, and definition of terms.

b. This instruction is to be utilized with other directives which identify supporting policy and administrative principles or procedures. Reference (a) describes policy regarding ownership and use of containers for surface transportation and configuration of shelters. Reference (b) provides policy and information relative to military construction and equipment

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12 May 98

installation and is to be applied in principle to site installation of MFs and related equipment. Reference (c) promulgates the Naval Aviation Maintenance Program and provides maintenance management policies and procedures relative to MFs and Support Equipment (SE) that may be installed in or used in conjunction with MFs. Reference (d) provides policy for scheduling of MF ancillary equipment depot level rework requirements. Reference (e) provides fire protection planning for shore based MFs. Reference (f) provides inspection criteria for certification of MFs in accordance with the International Convention for Safe Containers (CSC). Reference (g) is the Mobile Facility Site Planning and Installation Manual. Reference (h) provides the process for the initiation, approval, authorization, and accomplishment of alterations to the configurations of all U. S. Navy ships.

4. Policy. It is command policy that management and administration of the MF Program within NAVAIR be administered through a MF Product Support Team (MFPST) Leader. Since most containerization is logistically oriented, the MFPST Leader is established within the Naval Air Systems Command Headquarters (NAVAIRHQ), Logistics Support Department (AIR-3.1). All requirements for the procurement of tactical shelters and related equipment within NAVAIR must be coordinated with the NAVAIRHQ MFPST Leader (AIR-3.1). Specific program policies are further defined in enclosure (1).

5. Application. This instruction applies to all DoD standard family of tactical shelters under NAVAIR management and MFs that are procured by NAVAIRHQ or field activities. It does not apply to non-International Standards Organization (ISO) or American National Standards Institute (ANSI) containers procured by NAVAIR for equipment packaging applications involving the storage and transportation of peculiar material or equipment, such as missile containers and engine containers. Training equipment, e.g., operational flight trainers and weapon system trainers housed in trailers, are also excluded from this instruction.

6. Responsibilities. Organizational responsibilities for the MF Program are delineated in enclosure (1).

7. Action. Action addressees assigned MF Program responsibilities in enclosure (1) are requested to complete implementing directives within 120 days. Recommendations for changes to or improvement of this program are solicited and should be referred to NAVAIRHQ MFPST Leader (AIR-3.1). All messages pertaining to MF Program matters will carry a 13670 Standard Subject Identification Code (SSIC).

8. Reports

a. Report Symbol NAVAIR 13670-4, Mobile Facility Transfer/Receipt Report, applies to reporting transfers and receipts of MFs and MF ancillary equipment. Equipment custodians will report by naval message all transfers and receipts of MFs and MF Program major related equipment. The format for this report is in Appendix A of enclosure (1). Submittal by message during minimize is not authorized.

b. Report Symbol NAVAIR 13670-5, Report of Inventory for MFs and MF Ancillary Equipment, applies to inventory reporting requirements for MFs and MF ancillary equipment. Aircraft Controlling Custodians (ACCs) and Commander Marine Forces (COMMARFOR) will submit a consolidated annual report of inventory of MFs and MF ancillary equipment to NAVAIRHQ MFPST Leader (AIR-3.6.1.3). This annual report will reflect the inventory as of 15 July and will be due to NAVAIRHQ MFPST Leader (AIR-3.1) on 15 August. Data submitted will be a corrected copy of the previous inventory report and submitted via a paper copy, computer disk or diskette. All transfer and

12 May 98

survey actions for the past year will be annotated in the "Remarks" column of the report. The format for this report is contained in Appendix B of enclosure (1).

c. DD Form 200, Report of Survey certificate will apply to requirements for disposal of MFs or MF ancillary equipment. Instructions for initiating and processing surveys and the use of these forms are contained in NAVSUP Publication P-485.

d. Form SF 368, Quality Deficiency Report (QDR) (Category II) applies to the reporting of Category II deficiencies in new or newly reworked material. Instructions for initiating, processing and use of this form are contained in reference (c).

9. Reports Approval. The reporting requirements in this instruction have been approved by the Chief of Naval Operations (O9B35). The requirements contained in paragraphs 8c and 8d above are exempt from reports control by reference (c).

10. Forms. DD Form 200 (2/91), Stock Number 0102-LF-000-2001, Report of Survey; NAVAIR 4790/3 (10/90), Stock Number 0102-LF-011-0400, Periodic Maintenance Requirement Manual; and OPNAV 4790/51 (8/88), Stock Number 0107-LF-003-3900, Support Equipment Custody and Maintenance History Record, may be ordered per CD ROM NAVSUP Pub 600.


J. V. CHENEVEY
By direction

12 May 98

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12 May 98

POLICY, PROCEDURES, AND RESPONSIBILITIES FOR MANAGEMENT
AND ADMINISTRATION OF THE MOBILE FACILITY PROGRAM

TABLE OF CONTENTS

<u>PARAGRAPH</u>	<u>SUBJECT</u>	<u>PAGE</u>
1.	Discussion.....	1
2.	Concepts and Principles.....	1
3.	Scope.....	2
4.	Management Policies.....	2
5.	NAVAIRHQ Responsibilities.....	2
6.	Commandant of the Marine Corps (ASL-34).....	7
7.	Operational Commanders, Shore Commands, and NAVAIR Field Activities Policies, Principles, and Responsibilities.....	7
8.	Records for Accountability, Allowances, and Inventory.....	12
9.	Personnel.....	13
10.	Weapon System Facility Planning.....	13
11.	Maintenance Policies.....	16
12.	Funding Responsibilities and Cognizance.....	16
13.	Movement Control.....	17
14.	Disposal.....	18
Appendix A.....		A-1
Appendix B.....		B-1

12 May 98

POLICY, PROCEDURES, AND RESPONSIBILITIES FOR MANAGEMENT
AND ADMINISTRATION OF THE MOBILE FACILITY PROGRAM

1. Discussion. MFs were initially provided by NAVAIR to house aviation maintenance equipment and functions only in the shore environment. The use of these facilities has been expanded to accommodate other functions, both ashore and afloat, in myriad operational and support scenarios. The magnitude and complexity of the program highlights the need for a suitable management directive. Accordingly, this instruction fulfills the requirement by addressing MF Program principles, definitions, policies, funding, organizational responsibilities, program administration and other pertinent information.

2. Concepts and Principles

a. An MF is a habitable, relocatable, rigid walled tactical shelter. The overall MF Program is managed by NAVAIR and includes the MF and its ancillary equipment. The principal applications of an MF are to provide relocatable housing for aviation weapon system maintenance, to house SE or support functions, and to provide supply support facilities. MFs are also used to house equipment in support of aviation operational and tactical requirements that include automatic data processing functions. MFs are used aboard ship as well as ashore.

b. Navy requirements for MFs and ancillary equipment are normally developed on an individual weapon system basis and for specific applications. Marine Corps requirements are generated from the Table of Basic Allowance (TBA) provided by the Commandant of the Marine Corps to support Marine Corps expeditionary deployment concepts.

c. MFs are used to augment permanent facilities ashore or afloat and in lieu of such facilities when permanent facilities should not be constructed.

d. MFs are generally self-contained with installed ECUs. When outfitted with generators they are capable of tactical operations away from fixed bases.

e. MFs and ancillary equipment items (i.e. mobilizers, spreader bars, generators, and mobile frequency converters) are not unique aviation equipment. However, they are used to support aviation equipment procured by NAVAIR and, as such, are peculiar to aviation functions. Due to their unique aviation usage, life cycle management is exercised by NAVAIR.

f. MFs may be used individually or connected together through a butting kit arrangement to form MF complexes.

Enclosure (1)

12 May 98

g. NAVAIRHQ MFPST Leader (AIR-3.1) is the command focal point for the management, development and execution of the overall MF Program. The leader's responsibility and authority is defined in paragraph 5f of this enclosure. To avoid duplication of effort, the leader must be cognizant of all ongoing NAVAIR programs related to MFs.

h. An MF will normally outlive the function for which it was originally designed. Therefore, the basic design of the unit must provide for multi-application as well as for conformance with DOD air and surface material transportation distribution systems. NAVAIR MFs will incorporate applicable International Standards Organization/American National Standards Institute (ISO/ANSI) container standards. All MFs procured by NAVAIR will have outside dimensions of 8 feet by 8 feet by 20 feet in the transport configuration. The procurement specification is NAVAIR 1339AS drawing series. All requirements for the development of a tactical shelter not meeting the 1339AS series drawings specifications must be forwarded via AIR-3.1 to the Joint Committee on Tactical Shelters (JOCOTAS) for approval.

3. Scope. This instruction applies to all ISO/ANSI containers, tactical shelters, relocatable structures, special purpose vans, and related equipment defined in enclosure (2) and procured or caused to be procured by NAVAIR. It does not apply to the prime equipment which the MF is designed to contain; that is, SE, automatic data processing, or other similar equipment. This equipment is within the scope of other NAVAIR instructions.

4. Management Policies

a. NAVAIRHQ MFPST Leader (AIR-3.1) has been assigned to establish policies, procedures, and to develop and execute an overall MF Program.

b. To avoid proliferation of types of MFs and ancillary equipment, standardization will be effected to the maximum extent possible.

c. NAVAIR is assigned design and acquisition responsibility for mobilizers and other handling equipment peculiar to NAVAIR MFs. Design and acquisition for common handling equipment with multi-application such as over-the-road carriers, side/straddle loaders, and heavy duty forklift trucks are assigned to Naval Facilities Engineering Command (NAVFACENGCOM) and Naval Supply Systems Command (NAVSUPSYSCOM).

d. Management of the MF Program will be accomplished within the functional organization of NAVAIRHQ.

e. Chief of Naval Operations (CNO) (N88) is the Mobile Facility Program Sponsor. CNO (OP-413) is the Navy Containerization Coordinator, responsible for containers utilized for the supply functions of shipping and storing.

f. To the maximum extent practicable, MFs will be internally configured into functional units at two Navy industrial configuration activities. This management policy ensures maximum economy and standardization by use of existing facilities, organizations, and technical expertise.

5. NAVAIRHQ Responsibilities

a. Procurement Management and Industrial Base Support Division (AIR-1.3.2) is responsible for producing and maintaining the Weapon System Planning Documents (WSPD). All information and appropriate details will normally be obtained from the Assistant Commander for Logistics (AIR-3.0). To the maximum extent practicable, the letter/number designators and nomenclature of avionics and other systems supported from the MF should be included in the data provided to Procurement Management and Industrial Base Support Division. MF planning information will be included in the WSPD for specific weapons systems. Planning data contained in the WSPD will include, but not be limited to, delivery schedules, locations, levels and degree of support, and system supported.

b. Naval Aviation Science and Technology Office (AIR-4.0T) is responsible for functions as defined in NAVAIRINST 5400.1B applicable to MFs. Research and Development (R&D) efforts related in any way to an MF or MF program equipment will be coordinated with the NAVAIRHQ MFPST Leader (AIR-3.1).

c. Comptroller and Financial Management Department (AIR-7.6.1.3) will provide the following Operations and Maintenance, Navy (O&M,N) services:

(1) Coordinate funding requirements for inclusion in appropriate planning and budgeting submissions.

(2) Furnish guidance for justification of budget requirements. Information contained in paragraph 11 of this enclosure is pertinent to AIR-7.6.1.3.

(3) Provide financial guidance and assistance in the execution of the program.

d. Comptroller and Financial Management Department (AIR-7.6.1.2) will provide the following Aircraft Procurement, Navy (APN) services:

(1) Coordinate funding requirements for inclusion in appropriate planning and budgeting submissions.

12 May 98

(2) Furnish guidance for justification of budget requirements. Information contained in paragraph 11 of this enclosure is pertinent to AIR-7.6.1.2.

(3) Provide financial guidance and assistance in the execution of the program.

e. Logistics Management Department (AIR-3.1) is responsible for MF requirements determination in support of contingency operations regarding a designated weapon/airborne system. Requirements data will be forwarded to NAVAIRHQ MFPST Leader (AIR-3.1). From this information, a cost estimate will be provided by NAVAIRHQ MFPST Leader (AIR-3.1), inclusive of the MF shell, ECU, generator, frequency converter, mobilizers, work benches, power cables, miscellaneous materials, and labor. Requirements should be submitted with sufficient lead time to permit budgeting, procurement, production, installation, and insertion of data in government planning documents (GPDs) or other planning documents; see paragraph 9a(1) of this enclosure. Additionally, AIR-3.1 will ensure support equipment is available for outfitting MFs and coordinate the delivery schedule with the NAVAIRHQ MFPST Leader (AIR-3.1). Additionally, AIR-3.1 and the NAVAIRHQ MFPST Leader (AIR-3.1) are responsible for identification of required funds. Additional paragraphs pertinent to AIR-3.1 are 7b, 8a, 9 and 11 of this enclosure.

f. Aviation Training Systems Program Office (PMA205) will:

(1) Provide planning to identify manpower and training requirements associated with the maintenance and operation of MF equipment;

(2) Direct and coordinate the development of personnel requirements to support MFs assigned to squadrons and Aircraft Intermediate Maintenance Departments (AIMDs);

(3) Coordinate the review of personnel planning data within NAVAIRHQ and forward this data with comments and recommendations, as appropriate, to the Chief of Naval Operations, see paragraph 8 of this enclosure; and

(4) Coordinate with Facilities Management/Environmental Program Department (AIR-8.0Y) and with training sites to determine mobile training facility requirements.

g. NAVAIRHQ MFPST Leader (AIR-3.1) determines program requirements, performs acquisition and logistics management, establishes budgets and executes the MF Program, and performs the following functions:

(1) Act as command focal point and coordinate overall action within NAVAIR relative to MF Program equipment.

12 May 98

- (2) Receive and consolidate all NAVAIR MF requirements.
- (3) Develop and maintain consolidated requirements planning data for budgeting, funding, and procurement of MF Program equipment.
- (4) Develop requirements and plan for replenishment of MF Program equipment based upon retirement factors.
- (5) Review and compile requirements provided by AIR-3.1, Air Program Coordinators (APCs), Program Executive Office, Air (PEOs), or others for MFs and process requirements following procedures stated in paragraph 5d of this enclosure.
- (6) Act as the Primary Inventory Control Activity (PICA) for DOD and is responsible for providing material under this program through normal service channels. Responsibilities include the functions of replacement computation, budgeting and funding, procurement, receipt, storage and issue, depot level maintenance, cataloging and disposal.
- (7) Compile and maintain total cost estimates for MF equipment, including internal MF configuration and outfitting costs.
- (8) Develop and provide descriptive justification for O&M,N and APN funding requirements for the MF Program.
- (9) Maintain records of commitments, obligations, and expenditures for the O&M,N line item "Mobile Facilities".
- (10) Budget, fund, and manage the acquisition of MF equipment.
- (11) Provide inputs to Naval Inventory Control Point (NAVICP) to assist in development of the transportation budget.
- (12) Perform research, design, development, testing and acquisition management of all MF equipment. This responsibility includes, but is not limited to, the requirement to:
 - (a) Ensure compatibility with current and planned commercial and DOD air and surface transportation systems;
 - (b) Ensure that the MF design provides for multi-application and that the procurement specification contains appropriate criteria contained in American National Standards Institute (ANSI) MH5.1.1M, "Requirements for Closed Van Cargo Containers", and are approved as certified safe containers in accordance with reference (f);

12 May 98

(c) Coordinate with Aircraft Launch and Recovery Program Office (PMA251) to ensure that the MF design is compatible with ship installation requirements;

(d) Maintain design, technical, and configuration control over specifications and other engineering data for MF Program equipment procurements;

(e) Prepare and update, as required, applicable specifications for procurement of MF Program equipment.

(13) Exercise logistics management for all authorized procurements of MF program equipment, and function as chairperson of the MF Program Review meetings. Publish logistic support policies via User Logistic Support Summary (ULSS) per NAVAIR Instruction 4000.14A.

(14) Approve actions concerning logistic support requirements for MF Program equipment. The AIR-3.1 Logistics Manager (LM) exercises the same Integrated Logistic Support (ILS) responsibilities for MFs as the AIR-3.1 does for weapon/airborne systems.

(15) Advise NAVICP Mechanicsburg of quantities and types of MF equipment required by Marine Corps aviation units for inclusion in applicable allowance lists.

(16) Compile and forward MF internal configuration and outfitting requirements to either Public Works Center, (PWC) Norfolk, Virginia (NORVA) or Naval Aviation Depot, (NAVAVNDEPOT) North Island (NORIS).

(17) Initiate O&M,N funding documents to appropriate commands and Navy activities for labor and materials in support of the MF Program.

(18) Represent NAVAIR on Navy and DOD tactical shelter and containerization committees and related programs.

(19) Provide reports of containerization projects within NAVAIRHQ as directed by OPNAV.

(20) Provide outyear MF workload planning, priorities, and execution guidance to industrial activities.

(21) Ensure the existence of an industrial workload capability commensurate with workload requirements.

(22) Coordinate with ACCs, Commandant of the Marine Corps (CMC), or requiring activities for the installation, checkout, and verification of MF assigned prime equipment.

12 May 98

h. Facilities and Environmental Program Office (AIR-8.0Y) will:

(1) Provide facilities data to AIR-3.1 as part of facility planning leading to the decision to use or not use MFs; and

(2) Provide planning, budgeting, and funding for minor construction related to MF equipment installation type projects. Site preparation as used herein provides for a suitable surface, secondary utilities, etc., required to operate an MF or MF complex.

i. Avionics Department (AIR-4.5) will ensure the management of MFs used in support of AIR-4.5 procurements is the same as AIR-3.1 as defined in paragraph 5d of this enclosure. Additional paragraphs of this enclosure pertinent to AIR-4.5 are 7c, 9a(2), 9b, and 13.

j. Industrial Operations Division (AIR-6.0D) will ensure that a MF program support capability is maintained. NAVAVNDEPOTOPSCEN major areas of responsibility are as follows:

(1) Provide outyear workload planning and execution guidance to industrial activities following priorities provided by NAVAIRHQ MFPST Leader (AIR-3.1).

(2) Ensure the existence of an industrial workload capability commensurate with requirements projected by NAVAIRHQ MFPST Leader (AIR-3.1).

(3) Schedule depot level rework requirements for MF program equipment per reference (c).

(4) Provide representation to MF program review meetings.

k. Aviation Support Equipment Program Office (PMA260) will:

(1) When procuring new support equipment destined for MF installation, coordinate with NAVAIRHQ MFPST Leader (AIR-3.1) and Assistant Program Manager for Logistics (APMLs) to ensure the equipment is compatible with the MF parameters in respect to size, weight, power requirements, and environmental matters.

(2) Provide NAVAIRHQ MFPST Leader (AIR-3.1) with equipment delivery schedules and destinations for all MF installed equipment and provide changes as they occur.

12 May 98

1. Aircraft Launch and Recovery Program Office (PMA251) will:

(1) Provide to NAVAIRHQ MFPST Leader (AIR-3.1) peculiar ship installations design, configuration and utility service requirements that pertain to MFs.

(2) Coordinate aviation requirements for the Fleet Modernization Program (FMP) with Naval Sea Systems Command (NAVSEASYS COM) and ensure applicable data is loaded in the Fleet Modernization Program Maintenance Information System (FMPMIS).

(3) Coordinate all matters related to MF ship installations with NAVSEASYS COM.

(4) Provide planning inputs for use of MFs afloat in the areas of allowable quantities, individual and total weight permissible, and space and location limits, including movement aspects.

(5) Provide requirements for Maritime Pre-positioned Ships (MPS) and ship configuration ensuring such configuration is in accordance with reference (h).

6. Commandant of the Marine Corps (ASL-34) is responsible for MF requirements determination in support of Fleet Marine Forces Aviation units. Requirements data will be forwarded to NAVAIRHQ MFPST Leader (AIR-3.1) for review prior to its inclusion in the TBA for Fleet Marine Forces Aviation Units.

7. Operational Commanders, Shore Commands, and NAVAIR Field Activities Policies, Principles, and Responsibilities

a. Policies and Management Principles

(1) To ensure requirements are responded to in a prompt, orderly, and economic manner, NAVAIRHQ MFPST Leader (AIR-3.1) will establish liaison with the requiring activity and the MF internal configuration production sites, consistent with the requirement established by various users and contractual delivery schedules. The leader will convene an MF Program review meeting annually at designated government activities. This meeting will be scheduled on a date promulgated by the leader. The meeting will include workload schedule development; standardization of configurations for all new requirements; review of the material required for configuration; review of the funding required and work methods involved; and a status review of drawings, funds, manpower, materials, and problem areas.

12 May 98

(2) PWC NORVA and NAVAVNDEPOT NORIS MF program internal configuration workloads are developed and adjusted by the NAVAIRHQ MFPST Leader (AIR-3.1).

(3) It is CMC's policy to provide a Marine Corps liaison billet for MF Program matters at PWC NORVA and NAVAVNDEPOT NORIS Product Support Directorates (PSD). CMC will publish duties and responsibilities for the incumbent with the concurrence of NAVAIRHQ.

b. Responsibilities

(1) Aircraft Controlling Custodians/Commander Marine Forces
will:

(a) Initiate and provide planning inputs and guidance on MF requirements to NAVAIRHQ/CMC.

(b) Designate a coordinator for MFs under their cognizance.

(c) Exercise operational, administrative, and logistic control of MFs under their cognizance.

(d) Conduct periodic audits of all activities under their cognizance using MF program equipment. A representative of the cognizant area commander, Commander Wing (COMWING), or Commanding General Marine Air Wing (CGMAW) should accompany the ACC/COMMARFOR auditor during visits to using activities. Upon completion of each audit, a formal report containing the results of the visit will be submitted to the Commanding Officer of the using activity with a copy to NAVAIRHQ MFPST Leader (AIR-3.1) and the supporting area commanders, COMWING, or CGMAW. Upon receipt of the formal report and if discrepancies are noted, the using activity will provide a response to the ACC/COMMARFOR with identical distribution of copies, reflecting corrective actions taken. A copy of all reports and responses regarding Marine Corps activities will be forwarded to CMC marked for Code ASL-34.

(e) Provide a representative to MF Program review meetings and accompany MF Program auditors visiting subordinate commands.

(f) Establish controls to ensure that MF Program equipment changes are not affected without Type Commander (TYCOM), ACC, or COMMARFOR concurrence. Approved changes must be submitted to NAVAIRHQ (AIR-1.3.2) per NAVAIR Instruction 4130.1C.

(g) Ensure that SE installed in Navy MFs is not permanently relocated or removed without specific approval of the TYCOM or ACC.

12 May 98

(h) Ensure inspections are conducted in accordance with reference (f) to verify the deployable status of MFs and that the CSC plate is appropriately annotated.

(i) All requests for survey from user activities of MFs or ancillary equipment will be approved or disapproved by TYCOMs, ACCs, or COMMARFORs. However, survey authority for generators or motor generators must be approved by NAVAIRHQ MFPST Leader (AIR-3.1).

(j) TYCOMs, ACCs, and COMMARFORs shall publish implementing directives with amplifying details of the policies contained herein.

(k) Additional information pertaining to TYCOMs, ACCs and COMMARFORs are contained in paragraphs 7 through 13 of this enclosure.

(2) Naval Air Warfare Center Aircraft Division Lakehurst (NAVAIRWARCENACDIVLKE) will:

(a) Determine space and weight constraints imposed upon the design of SE to be used in an MF. NAVAIRWARCENACDIVLKE will have prime responsibility for annotating the Support Equipment Recommendation Data (SERD) sheets with appropriate codes as specified in Data Item Description DI-ILSS-80039A and NAVAIR Instruction 13650.1C for MF installed SE, for example, system 669V.

(b) Provide MF equipment research, design, development, and engineering assistance as directed by NAVAIRHQ MFPST Leader (AIR-3.1).

(c) Provide logistic support services as directed by NAVAIRHQ MFPST Leader (AIR-3.1).

(d) Provide representation to the MF Program review meeting.

(e) Maintain and update MF procurement data package.

(f) Initiate procurement of MFs and related equipment as directed by NAVAIRHQ MFPST Leader (AIR-3.1).

(g) Act as Fleet Support Team (FST) and perform FST functions, as prescribed in NAVAIR Instruction 5400.14C for MFs and related equipment.

(h) Maintain MF and related equipment configuration identification and status accounting per NAVAIR Instruction 4130.1C (see paragraph 4e of this enclosure for additional information).

(3) NAVAVNDEPOT NORIS will perform Limited Logistics Management (LLM), Basic Design Engineering (BDE), In-Service Engineering (ISE), and Production Support for the outfitting and design of NAVAIR internal MF

12 May 98

configurations. NAVAVNDEPOT NORIS's major areas of responsibility are as follows:

(a) Act as FST for all internal MF configurations. This includes all government furnished equipment (GFE) and outfitting material installed by either Navy organic configuration sites, original equipment manufacturer sites, and/or users of MFs.

(b) Ensure standardization of materials used for installing equipment in NAVAIR MFs.

(c) Coordinate the repair or modernization of NAVAIR MF program equipment as required.

(d) Maintain configuration control of all NAVAIR MF configuration designs. This includes all NAVAIR MF configuration drawings produced by Navy organic activities and private contractors. Maintain a historical database capable of cross-referencing MF serial numbers and outfitting site project number (where applicable) to specific MF drawings used to configure and outfit the MF. Perform Defense Government Acceptance Representative function on behalf of the NAVAIRHQ MFPST Leader (AIR-3.1) for MF Program drawings and technical manuals for MF Program Equipment installed in MFs and MF internal configuration designs.

(e) Provide engineering support to DOD organic MF outfitting sites and private contractor sites (through the Contracting Officer's Technical Representative). Review and evaluate requested deviations from established internal configuration designs. Determine impact to safety, intended form, fit, and function of the MF, MF production delivery schedule, and MF user readiness prior to rendering a decision on the requested deviations. Document all requests for deviation and decisions rendered.

(f) Ensure that ship installation design requirements are such that minimum physical changes to MFs are required and the MF retains its compatibility with other MFs when moved ashore.

(g) Develop new MF internal configuration designs as directed by the NAVAIRHQ MFPST Leader (AIR-3.1). Coordinate basic layout of new MF internal configuration and coordinate design review with designated Fleet user and production site representatives (ACCs, CMC, COMMARFORS, etc.) prior to NAVAIRHQ MFPST Leader (AIR-3.1) design acceptance.

(h) Maintain the master repository of all NAVAIR MF configuration drawings. Update these drawings as mandated by the NAVAIRHQ MFPST Leader (AIR-3.1), OSHA and EPA edicts, new or improved

12 May 98

(cost effective, mission or safety enhancing, etc.) internal configuration designs, and/or production delivery schedule(s).

(i) Provide representation to MF Program review meetings, technical seminars, etc. as requested/directed by the NAVAIRHQ MFPST Leader (AIR-3.1). Coordinate special programs/functions related to the MF Program as requested/directed by the NAVAIRHQ MFPST Leader (AIR-3.1).

(j) Outfit, repair, and/or configure NAVAIR MFs per NAVAIRHQ MFPST Leader (AIR-3.1) approved internal configuration design drawings. Route all requests for deviation from these drawings to NAVAVNDEPOT NORIS MF Engineering (NORIS Code 48701) for evaluation, disposition, and subsequent configuration management control integrity.

(k) Perform financial management functions relative to production of MF configurations, LM, (BDE) and ISE responsibilities. This includes developing and maintaining a financial requirements profile and monitoring, documenting, and auditing as required to account for all funds provided for production, engineering, and logistics support.

(l) Perform workload management at NORIS for the production of configured MFs, including site capability assessments; workload planning; and workload scheduling, monitoring, and adjustment.

(m) Perform inventory management for NAVAIR owned MF Program equipment at NORIS. This equipment includes all major, ancillary, and configuration equipment and configuration outfitting material.

(n) Ensure MF receiving activities are advised of the MF serial number(s), internal configuration(s), ECU serial number(s), and shipping data of all NORIS shipments of MFs and related equipment. Ensure the initiation and shipment of the MF logbook(s) and LIRs with newly configured or reconfigured/repaired MFs; see paragraph 7a of this enclosure for additional information.

(o) Ensure no MF is shipped to the user with less than sixty days remaining before CSC re-certification is required.

(p) Additional responsibilities pertinent to NAVAVNDEPOT NORIS are contained within paragraphs 12 and 13 of this enclosure.

(4) NAVY PWC NORVA's major areas of responsibility are as follows:

(a) Perform financial management functions relative to the production of MF configurations and LM responsibilities. This includes developing and maintaining a financial requirements profile and

12 May 98

monitoring, documenting, and auditing as required to account for all funds provided for production and logistics support.

(b) Perform workload configuration management at NORVA for the production of configured MFs, including site capability assessments; workload planning; and workload scheduling, monitoring, and adjustment.

(c) Perform inventory management for NAVAIR owned MF Program equipment at NORVA. This equipment includes all major, ancillary, and configuration equipment and configuration outfitting material.

(d) Ensure MF receiving activities are advised of the MF serial number(s), internal configuration(s), ECU serial number(s), and shipping data of all NORVA shipments of MFs and related equipment. Ensure the initiation and shipment of the MF logbook(s) and LIRs with newly configured or reconfigured/repared MFs; see paragraph 7a of this enclosure for additional information.

(e) Ensure no MF is shipped to the user with less than sixty days remaining before CSC recertification is required.

(f) Provide configuration management and design engineering in support of the NAVAIR MF program when required.

(g) Provide representation to MF Program review meetings, technical seminars, etc., as requested/directed by the NAVAIRHQ MFPST Leader (AIR-3.1). Coordinate special programs/functions related to the MF Program as requested/directed by the leader.

(h) Repair and/or modernize NAVAIR MF program equipment as directed by the NAVAIRHQ MFPST Leader (AIR-3.1).

(i) Outfit, repair, and/or reconfigure NAVAIR MFs per NAVAIRHQ MFPST Leader (AIR-3.1) approved internal configuration design drawings. Route all requests for deviation from these drawings to NAVAVNDEPOT NORIS MF Engineering (NORIS Code 48701) for evaluation, disposition, and subsequent configuration management control integrity.

(j) Participate in configuration design development with customers where actual designs are not established. Coordinate the review of these designs for customer approval.

(k) Provide customer support to MF users as directed by the NAVAIRHQ MFPST Leader (AIR-3.1).

(l) Additional responsibilities pertinent to PWC NORVA are contained within paragraphs 12 and 13 of this enclosure.

(5) Naval Inventory Control Point, Mechanicsburg will:

12 May 98

(a) Perform Program Support Inventory Control Point (PSICP) functions in support of MF Program equipment; and

(b) Provide representation to MF Program review meetings.

(6) Naval Inventory Control Point, Philadelphia will:

(a) Receive input from NAVAIRHQ MFPST Leader (AIR-3.1) on first and second destination transportation requirements for MF movement and provide data to the appropriate transportation budget manager;

(b) Provide policy guidance for transportation and movement control (see paragraph 12 of this enclosure);

(c) Upon approval by NAVAIRHQ MFPST Leader (AIR-3.1), include quantities and types of MF equipment in allowance lists applicable to Marine Corps aviation units; and

(d) Advise NAVAIRHQ MFPST Leader (AIR-3.1), of pre-positioned war reserve material requirements concerning MF equipment.

8. Records for Accountability, Allowances, and Inventory

a. Accountability. The primary accountability documents for aviation MFs and major related equipment items are the MF LIR and OPNAV 4790/51, Support Equipment Custody and Maintenance History Record. A LIR will be maintained for each MF and Power Distribution Box (PDB). The LIR will be initiated when an MF and PDB is internally configured by the industrial configuration activity and will be maintained by the LIR's custodian. The LIR is similar to the Aircraft Inventory Record (AIR), but is a single document. Instructions for maintaining the LIR and OPNAV 4790/51, are contained in the LIR, and reference (c), and will be included in ACC and COMMARFOR implementing directives. The LIR is divided into two sections.

Part I contains OPNAV 4790/51. As a minimum, this form will be maintained for the MF, Mobile Facility Program (MFP) Tactical Electrical Power Distribution System (TEPDS) and ECU. OPNAV 4790/51 is also required to be maintained for generators, mobilizers, and mobile frequency changers.

Part II is the inventory record section. MFs will not be transferred with inventory shortages without approval of the appropriate ACC or COMMARFOR.

b. Allowances. Allowances for MFs and MF Program major ancillary equipment for Marine Corps units are contained in the TBA for Fleet Marine Forces Aviation Units, NAVICP 00-35T-37-4, part 3. The allowance

12 May 98

document for Navy MFs is the MF page of the WSPD, the Program Planning Document (PPD), the Table of Basic Allowances for P-3 Mobile Maintenance Support System/Advanced Base Functional Component (MMSS/ABFC) Aviation Activities with no aircraft assigned, NAVAIR 00-35-38-3 Part 4.

c. Inventory. Inventory reporting of in-use MF equipment will originate with the reporting custodian. Annual inventory reports will be consolidated by ACCs and COMMARFORs and then forwarded to NAVAIRHQ MFPST Leader (AIR-3.1). Records of in-use assets are required by NAVAIR for replenishment planning and forwarding data to higher authority.

(1) Residual Assets. MFs are internally configured and outfitted for a specific function; e.g, peculiar support for P-3, F-18, AV-8 peculiar avionics systems, or general/maintenance functions in support of common systems, such as hydraulics, micro-miniature repair, common avionics, etc. A configured MF often outlives the functions for which it was designed. When the MF is no longer required in support of the original application, NAVAIRHQ MFPST Leader (AIR-3.1) should be advised. This is essential in order that maximum use may be made of on-hand assets. If the custodian has a new or different requirement for the use of the MF, a request must be made to NAVAIRHQ MFPST Leader (AIR-3.1) via the appropriate TYCOM or COMMARFOR and CMC for authorization to reconfigure the MF. When authorization is granted, the change will be made in strict compliance with the appropriate drawing furnished by NAVAVNDEPOT NORIS. Reconfiguration will include all LIR items identified for the new configuration code. No use of serviceable MFs outside of the MF program shall be authorized.

(2) Prime Equipment Inventory and Allowance. Inventory and allowance management of prime equipment encompassed by the Aircraft Maintenance Material Readiness List (AMMRL) program is prescribed in NAVAIR Instruction 13650.1C and ACC/Support Equipment Resources Management Information System (SERMIS)/Individual Material Readiness List (IMRL) directives.

9. Personnel

a. Navy MFs. These MFs are normally outfitted with aviation SE peculiar to a particular weapon system. Therefore, Maintenance Augmenting Unit (MAU) personnel billets should be developed as part of the weapon system ILS planning phase. This planning is a joint responsibility of NAVAIRHQ (PMA205); Navy Military Personnel Command (NAVMILPERSCOM), and the ACC. The assignment of squadron personnel for MF support is the responsibility of the ACC and is accomplished per reference (c).

b. Marine Corps MFs. The responsibility for planning and assigning personnel in support of Marine Corps MFs is assigned to CMC.

12 May 98

10. Weapon System Facility Planning. There are two aspects of facility planning that must be considered. For clarification, these are addressed separately in paragraphs 9a and 9b of this enclosure. Facility planning is a part of the initial ILS decision process. It consists of trade-off studies considering alternative basing modes. Facility planning also consists of that part of the ILS process pertaining to facilities installations such as special foundations, utilities, etc., that are required for site activation and/or installation of MFs.

a. Advance Planning Requirements. Requirements for MFs are generated through various avenues, as depicted in Figure 1 of this enclosure. Requirements should be determined as early as practicable in the formulation of the weapon system, subsystem or functional support plan. The requiring activity will forward requirements to NAVAIRHQ MFPST Leader (AIR-3.1), who will consolidate requirements and forward planning data to AIR-1.3.3 for use in updating applicable WSPDs and baseloading documents. In the case of CMC generated requirements, NAVAIRHQ MFPST Leader (AIR-3.1) will provide planning information to NAVICP Philadelphia-0131 for inclusion in the TBA for Fleet Marine Forces Aviation Units. When requirements are not applicable to a specific weapon system, the planning data should be included in a PPD. Paragraph 11a(2) describes budgeting/funding responsibilities for other Systems Commands, Inventory Control Points (ICPs), DOD, or other requiring activities.

(1) Navy MFs. The requirement for Navy MFs may be prompted by either maintenance or operational requirements. The requirement for maintenance MFs is normally the result of the ILS development process. Operational MFs have a broad functional application, e.g., communications center.

(2) Marine Corps MFs. Maintenance and operational MF requirements planning by the Marine Corps is addressed as an overall program and developed under the Marine Corps expeditionary airfield concept. This concept is one of remaining readily relocatable and self-sustaining in a deployed expeditionary environment. Maximum use of containerization ensures the rapid deployment of aircraft maintenance and support functions.

12 May 98

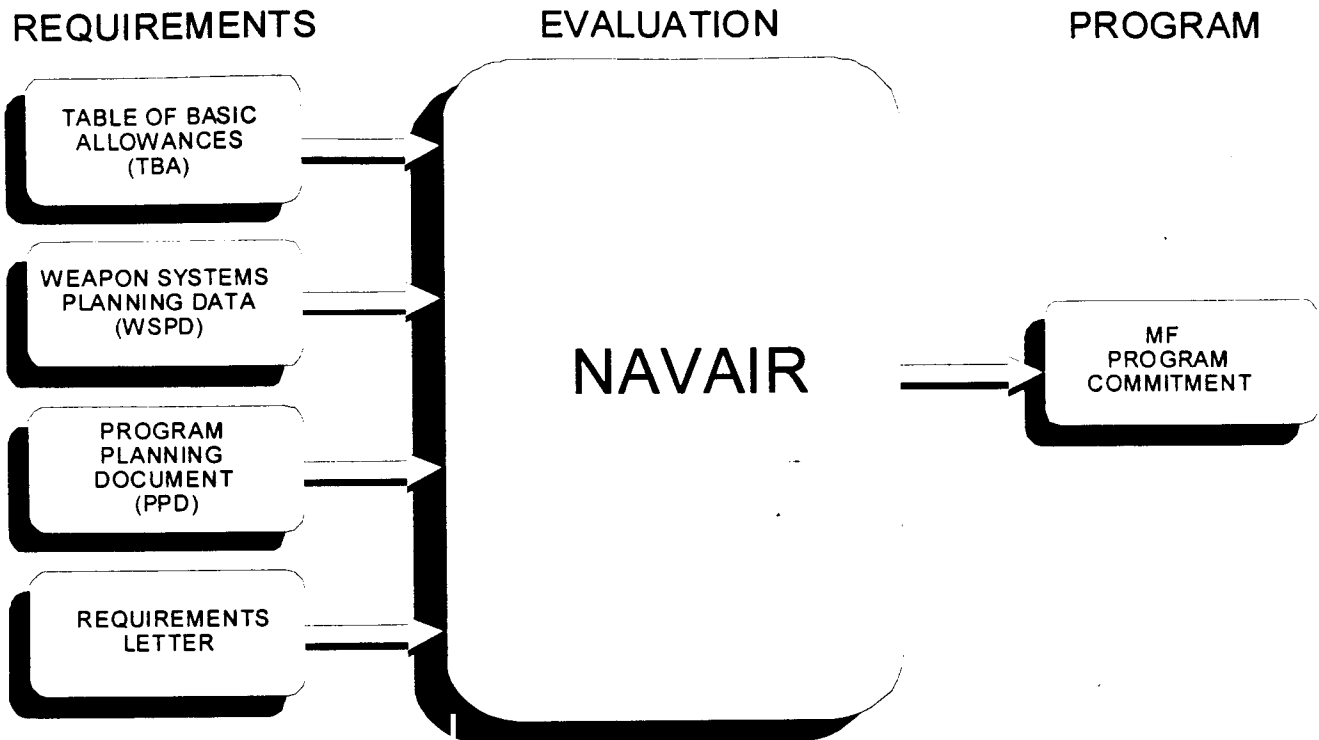


Figure 1. Avenues for Originating MF Requirements

b. MF Installation Planning. This is the second aspect of facility planning and occurs subsequent to developing a design plan for the MF complex. Installation requirements are developed as a joint effort of CMC, TYCOM, ACC, AIR-8.0Y, NAVAIRHQ MFPST Leader (AIR-3.1) and closely coordinated with the requiring activity or site. Installation of MFs ashore is accomplished following the principles as defined in reference (b).

(1) MF Shore Siting

(a) Although temporary in nature, MF site location is subject to NAVFACENGCOM approval. In this regard, particular attention should be given to airfield safety criteria, fire protection, physical security, and electromagnetic radiation emission. Detailed instructions for a site activation are contained in reference (g).

(b) TYCOMs, ACCs, and COMMARFORs shall coordinate with NAVAIR and ensure that site surveys are accomplished prior to the deployment of MFs to locations other than expeditionary bases.

12 May 98

(c) Fire protection for MFs and MF installation sites will include non-combustible connecting corridors that provide a 1-hour fire cutoff between MFs and permanent facilities.

(d) The maximum number of MFs in a complex cannot exceed 41 MFs, including stacked MFs. Means of access for fire department apparatus shall consist of fire lanes, streets, parking lot lanes or a combination thereof. Fire lanes shall be provided for any portion of an MF complex set back more than 150 ft from a public road and shall connect to the public road. Each MF in an MF complex must be within 150 ft of access (public road or fire lane) to be used by fire apparatus. In every instance the 150 ft shall be measured as fire hose would lay over the terrain from the fire apparatus. Fire lanes shall not be less than 20 ft of unobstructed width nor closer than 10 ft to any MF or structure. In addition to fire lanes, MF complexes shall be a minimum of 15 ft from each other and from structures. Additional instructions for establishing fire lanes is contained in reference (g).

(e) Proper installation of electrical grounding systems will be accomplished in accordance with reference (g).

(f) Good housekeeping in and around all equipment will be accomplished to preclude the creation of fire hazards.

(g) A portable hand held fire extinguisher will be provided within each MF. Portable fire extinguishers will have a capacity of at least 5 pounds. The extinguishing agent in the portable extinguishers may be either CO2 or other National Fire Protection Association (NFPA) approved non-toxic fire fighting agent.

(h) Added protection will be afforded high value installed equipment by two portable 20 pound CO2 fire extinguishers. The decision on whether to install 20 pound extinguishers will be based on the potential hazard(s) and the value of equipment to be protected. This decision is a part of the MF configuration design and design review process.

(i) Temporary installation of smoke detectors or any fire alarm system for site specific requirements is the responsibility of the using activity. Following the NFPA Life Safety Code Handbook, detectors or alarm systems are only required when occupancy of the complex is expected to exceed 100 personnel at any given time.

(j) All MF exits will be marked both on the door and above the door following the NFPA Life Safety Code Handbook. Deviation is allowed only when emplacement of the marking impacts on configuration design of the MF. In the case of stacked MFs, all doors that do not have an attached mezzanine platform set and stairway assembly will be marked "Danger. No Stairway."

12 May 98

(k) Standard electrical outlets and panels are not required to be color coded per NAVFAC P-309. All outlets must be marked with the specific voltage present at the receptacle. Equipment requiring emergency shutdown procedures will be identified during procurement of the prime SE and color coded per NAVFAC P-309.

(2) MF Shipboard Installation. NAVAIRHQ (PMA251) has responsibility for planning and implementing shipboard MF installations. Paragraph 5 of this enclosure cites PMA251 responsibilities for shipboard MF installations.

11. Maintenance Policies

a. MF equipment will be maintained following applicable equipment manuals and under maintenance management systems for SE as delineated in reference (c).

b. Corrosion control and preservation will be accomplished per reference (c).

c. When not in use, jack assemblies, butting kits, ECU access panels, and end doors will be removed, preserved, and stored in an area protected from the weather. Also, mobilizers will be preserved and properly stored when not in use. MF side opening panels will be properly stored in the bracket assemblies provided unless MFs are to be stacked which will require storage with other removed equipment.

d. Organizational and intermediate level maintenance of MF equipment will be accomplished in the same manner prescribed for SE in reference (c). Organizational level maintenance of all MF Program equipment will be the responsibility of the user. Intermediate level maintenance of MF Program equipment used in support of aircraft/weapon system maintenance is the responsibility of the supporting AIMD or Marine Aviation Logistics Squadron (MALS). Scheduled maintenance will be accomplished following the applicable Periodic Maintenance Requirements Manual (PMRM) or appropriate maintenance manuals. Additionally, TYCOMs, ACC, or COMMARFORs will establish a program in accordance with reference (f) for CSC recertification, and ensure that no MF is transferred with less than sixty days remaining before recertification is required.

e. Depot level maintenance for all MF Program ancillary equipment will be accomplished under the guidelines established for SE by reference (d). Budgeting for depot level rework of generator sets is based on the assumption that, during peacetime, generators are operated in garrison only for emergencies, run-up, periodic tests, and temporary deployments.

12 May 98

12. Funding Responsibilities and Cognizance

a. Paragraph 5g of this enclosure addresses basic duties and responsibilities of NAVAIRHQ MFPST Leader (AIR-3.1) as related to the MF Program. This section amplifies funding responsibility and cognizance.

(1) The NAVAIRHQ MFPST Leader (AIR-3.1) has total budgeting, funding, and acquisition responsibility for all MFs and related equipment acquired in support of the NAVAIR mission. NAVAIRHQ MFPST Leader (AIR-3.1) also has configuration and outfitting responsibility for all MFs acquired in support of specific NAVAIR weapon system projects and funded through the appropriate program management or program coordinator office. NAVAIRHQ MFPST Leader (AIR-3.1) retains this budget/funding responsibility whether MF configuration/installation is conducted at the weapon system contractor facility or an organic Navy activity.

(2) The NAVAIRHQ MFPST Leader (AIR-3.1) has requirements determination and budgeting/funding approval authority and responsibility for all MFs acquired under the MFs subline in the Common Support Equipment APN (BA-7) P-I Budget Line Item. NAVAIRHQ MFPST Leader (AIR-3.1) also has direct budgeting/funding responsibility in the O&M,N appropriation for configuration/equipment installation requirements for those MFs procured in support of the NAVAIR mission whether for a specific weapon system or a common requirement. For those MFs acquired by NAVAIR in support of another systems command, ICP, DOD or other agency requirement, the requiring activity/command has budget and funding responsibilities for all facets of the MF Program under their cognizance.

b. Reference (c) authorizes the use of Aviation Fleet Maintenance funds for organizational and intermediate level maintenance of MF equipment used in support of aircraft maintenance. Expense Navy Stock Account (NSA) funded repair parts for organizational and intermediate level maintenance of MF program equipment and replacement of initial issue inventory items will be funded and administered per TYCOM, ACC or COMMARFOR instructions.

c. Operating costs, such as those needed for engine oil, filters, and fuel for MF equipment must be budgeted and funded per TYCOM, ACC, COMMARFOR and local instructions.

13. Movement Control

a. Surface transportation is the normal mode of transportation for movement of MFs to and from overseas. Air transportation will be used to and from overseas only for those MFs containing sensitive SE or when operational considerations require urgent delivery. Normal mode of transportation within Continental United States (CONUS) for MFs is motor

12 May 98

transportation utilizing air ride equipment. Rail transportation will not be used to ship MFs due to the adverse shock and vibration present during rail movement. To minimize transportation cost expenditures, MFs should be transported by air/surface opportunity lift whenever such lift is available and will meet operational requirements.

b. Transportation costs for MFs are charged to the NAVSUPSYSCOM first or second destination transportation funds following the provisions of DOD Regulation 4500.32-R, Military Standard Transportation and Movement Procedures (MILSTAMP) Volume II. However, transportation costs for all fleet directed MF movements must be borne by the appropriate major claimant (TYCOM).

c. MF shipments are handled under applicable provisions of the following regulations and instructions:

(1) NAVSUP Instruction 4600.70, Volume 3, Defense Traffic Management Regulations.

(2) DOD Regulation 4500.32-R, MILSTAMP Volumes I and II.

(3) NAVSUP Instruction 4630.22B, Use of Air Transportation by Navy Shippers.

d. MF Program equipment will be moved or reassigned only upon approval of CNO, NAVAIRHQ, TYCOM, or ACC.

e. Prior to movement, all points of entry into an MF will be locked, sealed, or otherwise secured to prevent unauthorized entry.

f. Security measures commensurate with the equipment or material in the MF will be effected prior to movement.

g. Prior to air shipment of MFs, door vents must be open to allow for equalization of changing air pressures.

h. All MFs must be clearly marked with current weight, cube, and center of balance prior to shipment.

i. All MFs must have a CSC certification plate attached to the MF indicating the date when recertification will be required. No MF will be shipped with less than 60 days remaining before recertification is required.

12 May 98

14. Disposal. There are three events that may dictate the necessity for disposing of MF Program equipment. Units may be damaged beyond economical repair, failed CSC inspection and be unable to be repaired to meet CSC re-certification, or they may have reached a point where it is more economical to replace them than continue repair efforts. Authority to survey an MF rests with the TYCOMs, ACCs or COMMARFORS.

12 May 98

ACRONYMS AND ABBREVIATIONS

ACC	Aircraft Controlling Custodian
AIMD	Aircraft Intermediate Maintenance Department
AIR	Aircraft Inventory Record
AMMRL	Aircraft Maintenance Material Readiness List
ANSI	American National Standards Institute
APC	AIR Program Coordinator
APML	Assistant Program Manager for Logistics
APN	Aircraft Procurement, Navy
BDE	Basic Design Engineering
CGMAW	Commanding General Marine Air Wing
CMC	Commandant of the Marine Corps
CNO	Chief of Naval Operations
COMMARFOR	Commander Marine Forces
COMWING	Commander Wing
CONUS	Continental United States
CSC	International Convention for Safe Containers
CSE	Common Support Equipment
DOD	Department of Defense
ECU	Environmental Control Unit
EPA	Environmental Protection Agency
FMP	Fleet Modernization Program
FMPMIS	Fleet Modernization Program Maintenance Information System
FST	Fleet Support Team
GFE	Government Furnished Equipment
ICP	Inventory Control Point
ILS	Integrated Logistic Support
IMRL	Individual Material Readiness List
INU	Integration Unit
ISE	In-service Engineering
ISO	International Standards Organization
JOCOTAS	Joint Committee on Tactical Shelters
LIR	Logbook and Inventory Record
LM	Logistics Manager
LLM	Limited Logistics Management
MALS	Marine Aviation Logistics Squadron
MAU	Maintenance Augmenting Unit

12 May 98

MF	Mobile Facility
MFP	Mobile Facility Program
MFPST	Mobile Facility Product Support Team
MFASO	Mobile Facility Type A Side Opening
MFBSO	Mobile Facility Type B Side Opening
MFCSO	Mobile Facility Type C Side Opening
MFSO	Mobile Facility Side Opening
MILSTAMP	Military Standard Transportation and Movement Procedures
MMSS/ABFC	Mobile Maintenance Support System/Advanced Base Functional Component
MPS	Maritime Pre-positioned Ships
NAVAIR	Naval Air Systems Command
NAVAIRHQ	Naval Air Systems Command Headquarters
NAVAIRWAR-	Naval Air Warfare Center Aircraft Division Lakehurst
CENACDIVLKE	
NAVAVNDEPOT	Naval Aviation Depot
NAVFACENGCOM	Naval Facilities Engineering Command
NAVICP	Naval Inventory Control Point
NAVMILPERSCOM	Navy Military Personnel Command
NAVSEASYSYSCOM	Naval Sea Systems Command
NAVSUPSYSCOM	Naval Supply Systems Command
NFPA	National Fire Protection Association
NORIS	North Island
NORVA	Norfolk, Virginia
NSA	Navy Stock Account
O&M,N	Operations and Maintenance, Navy
OSHA	Occupational Safety and Health Act
PDB	Power Distribution Box
PEO	Program Executive Office, Air
PICA	Primary Inventory Control Activity
PMRM	Periodic Maintenance Requirements Manual
PPD	Program Planning Document
PSD	Product Support Directorate
PSE	Peculiar Support Equipment
PSICP	Program Support Inventory Control Point
PWC	Public Works Center
QDR	Quality Deficiency Report
R&D	Research and Development
SE	Support Equipment
SERD	Support Equipment Recommendation Data

12 May 98

SERMIS	Support Equipment Resources Management Information System
SSIC	Standard Subject Identification Code
TBA	Table of Basic Allowances
TEPDS	Tactical Electrical Power Distribution System
TYCOM	Type Commander
ULSS	Users Logistics Support Summary
WSPD	Weapon System Planning Documents

12 May 98

DEFINITION OF TERMS

1. Integration Unit (INU) - An MF with side panel openings designed to join the INU with end door opening of other MFs. The result is an integrated complex. The INU ties MFs together, distributes electrical power, provides administrative and supervisory workspace, and may contain tie-down fixtures to secure loose equipment for transportation when the complex is relocated.
2. Internal Configuration - The process or result of installing Environmental Control Units (ECUs), benches, wiring, power panels, and similar items in the MF.
3. ISO/ANSI Container - An article of transportation equipment meeting applicable ISO and ANSI standards and designed to be transported by various modes of transportation without configuration change when moving from one mode of transportation to another. Included in this definition are modules or clusters configured so they can be coupled to form an integral unit meeting ISO or ANSI standards for movement. Containers may be utilized for transporting cargo or housing equipment, personnel, or portable maintenance and storage facilities.
4. Ancillary Equipment - Generators, mobilizers, spreader bars, mobile frequency converters, lifting slings, jacks, ECUs, solid state frequency converters, grounding rods, butting kits, power cables, etc. Appendix B provides the format and the equipment to be accounted for during inventories. Other equipment will be accounted for in the MF Logbook and Inventory Records (LIR).
5. Mobile Facility (MF) - A habitable, relocatable, rigid-walled, expandable or non-expandable tactical shelter or special purpose shelter designed to provide environmental control and to contain equipment in support of aviation weapon system maintenance, tactical operations, logistics, and administrative functions. An item of non-self-propelled equipment without permanently attached wheels or chassis designed to be transported on specially designed mobilizers. Also referred to as a tactical shelter or relocatable structure.
6. Mobile Facility Complex - Two or more MFs either joined together or located in immediate proximity of each other, with necessary related equipment.
7. MF Program Equipment - Consists of MFs and ancillary equipment. Mobile Facility Program Equipment are items of personal property as opposed to Real property and are used for maintenance or operational support of Navy and Marine Corps aviation systems. This equipment

12 May 98

will not be plant accounted and will be managed by this directive as opposed to prime equipment under the cognizance of other directives.

8. Outfitting - The process of installing the prime equipment in the MF to make the unit totally functional.

9. Prime Equipment - That equipment which the MF is designed specifically to contain. This includes maintenance SE and material storage equipment as well as administrative and operational support items.

10. MF Side Opening (MFSO) - An MF with one or two completely removable sidewall panels. Mobile Facility Type A Side Opening (MFASO) is constructed with one removable sidewall. It features a personnel access door on each end and has openings for two ECUs on the rigid non-removable sidewall. Mobile Facility Type B Side Opening (MFBSO) is constructed with one removable sidewall. It features a hinged door between two ECU openings on the rigid non-removable sidewall. MFBSO(Mod) is a MFBSO with an 80" door in one end to permit induction of oversized equipment for repair. Mobile Facility Type C Side Openings (MFCSOs) are constructed with both sidewalls removable. It has a personnel access door on one end only. With sidewalls removed, MFASO and MFBSO may be complexed side by side to provide twice the normal work space or an MFASO, MFBSO and one or more MFCSOs may be complexed to form an expanded work space.

11. Support Equipment (SE) - Inclusive of Common Support Equipment (CSE) and Peculiar Support Equipment (PSE) as defined in reference (c). When installed in MFs, SE is considered to be prime equipment and is installed during the outfitting process. SE may be installed by a designated Navy industrial configuration activity or contractor if a permanent installation is required. All portable SE will be installed by the user.

12. Weapon System - For purposes of this instruction, may be either an aircraft or air-launched missile.

12 May 98

Appendix A

SAMPLE FORMAT

MOBILE FACILITY EQUIPMENT RECEIPT/TRANSFER REPORT
(REPORT SYMBOL NAVAIR 13670-4)

FM: MALS THREE ONE//AVO// (Receiving Activity)
 TO: CG SECOND MAW//ALD-E// (Receiving Parent Command)

INFO: COMNAVAIRSYSCOMHQ Patuxent River (In all cases)
 MD//3.6.1.3//
 CMC Washington DC//ASL-34// (If Marine Corps Activities Involved)

COMNAVAIRLANT Norfolk VA (TYCOM, Receiving Activity)
 COMNAVAIRPAC San Diego CA (TYCOM, Activity)
 COMMARFORLANT//ALD-E// (Receiving Chain of Command, USMC)
 COMMARFORPAC//ALD-E// (Transferring Chain Command, USMC)
 CG FIRST MAW//ALD-E// (Transferring Command)
 MALS TWELVE//AVO// (Transferring Activity)

UNCLAS //N13670//
 MSGID//GENADMIN/MALS THREE ONE/AVO WC 990//
 SUBJ: SE-4 MOBILE FACILITY (MF) (Receipt, Transfer, Equipment Overhaul, etc) Report symbol 13670-4//
 REF/A/DOC/NAVAIRINST 13670.1B
 REF/B/GENADMIN/MALS TWELVE/231617ZJAN95//
 NARR/REF A IS NAVAIRINST 13670.1B FOR MANAGEMENT OF MFS.
 REF B IS MF SHIPPING NOTIFICATION.

RMKS/1. IAW REFS, THE FOLLOWING MFS RECD.

SERIAL NO.	CONFIG CODE	PROJECT (IF KNOWN)	CSP ASSIGNED*	W/C ASSIGNED*	CSC INSP DUE
	RJF-302	10507	CCSPRW	620	12/98
	RJF-746	10935	CCSPFW	610	12/98

*USMC only

2. NO SHORTAGES OR DISCREPANCIES NOTED.

3. POC: (Originating Shipper)

12 May 98

Appendix B

SAMPLE FORMAT

MOBILE FACILITIES/MOBILIZERS/GENERATORS/SPREADER BARS/FREQUENCY
CONVERTERSBY LOCATION WITHIN TYCOM
(Report Symbol NAVAIR 13670-5)

TYCOM: COMMARFORPAC

LOCATION: MALS-11

PART A - MOBILE FACILITIES

MF SER NUMBER	WEAPON SYSTEM APPLICATION	CONFIG. CODE	MFG DATE	CSP ASSIGNED*	W/C ASSIGNED*	CSC INSPEC DUE
QLQ-259	USMC	CU-01	10/88	CCSPFW	040	10/97
QLQ-301	USMC	FS-01	7/88	CCSPFW	501	7/97
QHR-025	F-18	MV-02	6/87	218C36	65G	6/98
QHR-042	F-18	MV-01	7/87	218C36	65G	7/98

*USMC only

PART B - SPREADER BARS

SER NUMBER

214-041

214-289

PART C - GENERATORS/POWER BOXES

<u>SER NUMBER</u>	<u>MODEL</u>
003	POWER BOX
FZ-06067	MEP-105A
UZ0-5007	MEP-009A

PART D - MOBILIZERS

<u>SER NUMBER</u>	<u>MODEL</u>
430	M1022

PART E - FREQUENCY CONVERTERS

<u>SER NUMBER</u>	<u>MODEL</u>
MZR-005	MMG-1A

